

# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH  
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## **PHA Plan Agency Identification**

**PHA Name:** Housing Authority of the City of Columbia, SC

**PHA Number:** SC-2

**PHA Fiscal Year Beginning:** (7/2000)

### **Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting:**  
(select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

### **Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☒ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☒ Public library
- ☐ PHA website
- ☒ Other (list below)  
Community Development Office at City of Columbia

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☒ Other (list below)  
Richland County Administrator's Office  
City of Columbia Community Development Office

Richland County Public Library

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**

[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here)  
The Mission of the CHA is to obtain, manage, and maintain quality subsidized housing for low-income families in Columbia and Richland County, South Carolina. Further, the CHA will initiate programs and projects designed to assist these person in their efforts to improve the quality of life for themselves and their children and to break the cycle of government dependency.

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or the PHA's own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☐ PHA Goal: Expand the supply of assisted housing  
Objectives:
- ☐ Apply for additional rental vouchers:
  - ☐ Reduce public housing vacancies:
  - ☐ Leverage private or other public funds to create additional housing opportunities:
  - ☐ Acquire or build units or developments
  - ☐ Other (list below)
- ☐ PHA Goal: Improve the quality of assisted housing

Objectives:

- ☐ Improve public housing management: (PHAS score)
- ☐ Improve voucher management: (SEMAP score)
- ☐ Increase customer satisfaction:
- ☐ Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- ☐ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

- ☐ PHA Goal: Increase assisted housing choices

Objectives:

- ☐ Provide voucher mobility counseling:
- ☐ Conduct outreach efforts to potential voucher landlords
- ☐ Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other: (list below)

**HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☐ PHA Goal: Provide an improved living environment

Objectives:

- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☐ Implement public housing security improvements:
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- ☐ PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
- ☐ Increase the number and percentage of employed persons in assisted families:
  - ☐ Provide or attract supportive services to improve assistance recipients' employability:
  - ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - ☐ Other: (list below)

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- ☐ PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
- ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - ☐ Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**See Attached File. Goals and Objectives. SC002a01**

# Annual PHA Plan PHA Fiscal Year 2000

[24 CFR Part 903.7]

## **i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

### **Streamlined Plan:**

- ☒ **High Performing PHA**  
☐ **Small Agency (<250 Public Housing Units)**  
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

## **ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

**See Attached File SC002a01. Executive Summary.**

## **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection

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### Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

#### Required Attachments:

- ☒ Admissions Policy for Deconcentration (Deconcentration of Poverty)
- ☒ FY 2000 Capital Fund Program Annual Statement (Capital Fund Statement)
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

#### Optional Attachments:

- ☒ PHA Management Organizational Chart (Page 7-4)
- ☒ FY 2000 Capital Fund Program 5 Year Action Plan (Page 9-4)
- ☒ Public Housing Drug Elimination Program (PHDEP) Plan (Page 15-2)
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (Section 20)
- ☐ Other (List below, providing each attachment name)

### Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to	5 Year and Annual Plans



<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/199 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.79 (a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	5	5	5	5	5	4	5
Income >30% but <=50% of AMI	5	5	5	5	5	4	5
Income >50% but <80% of AMI	5	5	5	5	5	4	5
Elderly	3	4	3	4	4	3	4
Families with Disabilities	3	3	3	3	3	3	3
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s  
Indicate year: 1995
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☐ Other sources: (list and indicate year of information)

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input checked="" type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4, 479		
Extremely low income <=30% AMI	4, 479	100%	
Very low income (>30% but <=50% AMI)	0	0%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	2, 923	65	
Elderly families	69	1.5%	
Families with Disabilities	149	3%	
Race/ethnicity W	182	4%	
Race/ethnicity B	4, 287	96	
Race/ethnicity Indi	1	.02	
Race/ethnicity Pac	5	.01	
Characteristics by Bedroom Size (Public Housing Only)			

Housing Needs of Families on the Waiting List			
1BR	649		
2 BR	418		
3 BR	206		
4 BR	23		
5 BR	3		
5+ BR	0		
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Section 8 is at this time)</p> <p>If yes:</p> <p>How long has it been closed (# of months)?</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes</p>			

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☒ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☒ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☐ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☒ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities****Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs****Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☐ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

## **(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☐ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☐ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☐ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	3, 449, 7000	
b) Public Housing Capital Fund	3, 178, 960	
c) HOPE VI Revitalization	25, 843, 793	
d) HOPE VI Demolition	1, 938, 250	
e) Annual Contributions for Section 8 Tenant-Based Assistance	12, 306, 270	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	512, 000	



<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	0	
<b>3. Public Housing Dwelling Rental Income</b>	2, 832, 000	Public Housing Operations
<b>4. Other income (list below)</b>	0	
<b>4. Non-federal sources (list below)</b>	0	
<b>Total resources</b>	50, 429, 903	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: (state time)  
120 days conventional, 60 days Section 8
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☒ Other (describe) Home visit, former landlord references

c. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

## **(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☐ Community-wide list
- ☐ Sub-jurisdictional lists
- ☒ Site-based waiting lists
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☒ Other (list below) Cayce City Hall  
Lower Richland Community Center

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? 1

2. ☐ Yes      No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3.      Yes      No: May families be on more than one list simultaneously  
If yes, how many lists?      3
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?  
PHA main administrative office  
All PHA development management offices  
Management offices at developments with site-based waiting lists  
At the development to which they would like to apply  
Other (list below)

### **(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)  
One
- b. X Yes      No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

- a. Income targeting:  
Yes X No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:  
In what circumstances will transfers take precedence over new admissions? (list below)  
X      Emergencies

- Overhoused
- Underhoused
- X Medical justification
- X Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- X Other: (list below)
  - City Relocation/Involuntary Displacement

c. Preferences

1. X Yes      No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- X Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- X Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- X Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority,

and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

#### 1 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability  
Veterans and veterans’ families  
Residents who live and/or work in the jurisdiction
- 2 Those enrolled currently in educational, training, or upward mobility programs  
Households that contribute to meeting income goals (broad range of incomes)  
Households that contribute to meeting income requirements (targeting)  
Those previously enrolled in educational, training, or upward mobility programs  
Victims of reprisals or hate crimes  
Other preference(s) (list below)

#### 4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- X Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

### **(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- X The PHA-resident lease
- X The PHA’s Admissions and (Continued) Occupancy policy
- X PHA briefing seminars or written materials
- X Other source (list)

CHA Resident Newsletter

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☐ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☐ At family request for revision
- ☐ Other (list)

**(6) Deconcentration and Income Mixing**

a. ☒ Yes      ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b.      ☐ Yes ☒ DX Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site-based waiting lists  
If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

d. Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

Additional affirmative marketing

Actions to improve the marketability of certain developments

Adoption or adjustment of ceiling rents for certain developments

Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

X Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

X Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

X Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

Other (list below)

- b. ☒ Yes      No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☒ Yes      No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.      Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☒ Criminal or drug-related activity
- ☒ Other (describe below)
1. Family's current address
  2. Address of prior landlord
  3. Tenant History

## **(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☐ None
- ☒ Federal public housing
- ☒ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☒ Other (list below)
- Cayce City Hall
- Lower Richland Community Center

## **(3) Search Time**

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

As indicated in Section 8 Administrative Policy



#### **(4) Admissions Preferences**

a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☐ Yes ☒ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either

through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☐ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- ☐ The Section 8 Administrative Plan
- ☐ Briefing sessions and written materials
- ☐ Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- ☐ Through published notices
- ☐ Other (list below)

### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

- a. Use of discretionary policies: (select one)

☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☒ \$1-\$25  
☐ \$26-\$50

2. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

Admissions & Continued Occupancy Policy

c. Rents set at less than 30% than adjusted income

1. ☒ Yes ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

Flat Rent Policy

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☒ For the earned income of a previously unemployed household member  
☐ For increases in earned income  
☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

- ☐ For household heads  
☐ For other family members  
☐ For transportation expenses  
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families  
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income)  
(select one)

- ☐ Yes for all developments  
☐ Yes but only for some developments  
☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments  
☐ For all general occupancy developments (not elderly or disabled or elderly only)  
☐ For specified general occupancy developments  
☐ For certain parts of developments; e.g., the high-rise portion  
☐ For certain size units; e.g., larger bedroom sizes  
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study  
☐ Fair market rents (FMR)  
☐ 95<sup>th</sup> percentile rents  
☐ 75 percent of operating costs  
☐ 100 percent of operating costs for general occupancy (family) developments  
☐ Operating costs plus debt service  
☐ The "rental value" of the unit  
☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never  
☐ At family option

- ☒ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- ☐ Other (list below)

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing
- ☒ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

## **B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Payment Standards**

Describe the voucher payment standards and policies

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☒ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard?

(select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☒ Other (list below)

We raised the Payment Standard in April and the new FMRs come out in October. We are addressing this problem.

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☐ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
- ☒ \$1-\$25
- ☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached. (In plan but since we are a High Performer not submitted.)
- ☐ A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	2, 058	600
Section 8 Vouchers	544	80
Section 8 Certificates	1421	
Section 8 Mod Rehab	528	70
Special Purpose Section 8 Certificates/Vouchers (list individually)	98 Preservation 100 Elderly 25 Homeless	
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

### **C. Management and Maintenance Policies**



List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

### Appendix List

(2) Section 8 Management: (list below)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### **A. Public Housing**

1. ☒ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

N/A

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office  
☒ PHA development management offices  
☐ Other (list below)

### **B. Section 8 Tenant-Based Assistance**

1. ☒ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below: Not applicable.

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (SC002c01 and SC003d01) Capital Fund Statement.

-or-

- ☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

#### **(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☒ Yes ☐ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: Saxon Homes

2. Development (project) number: SC 2-4

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☒ Activities pursuant to an approved Revitalization Plan underway

☒ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name/s below: Hendley Homes

☒ Yes ☐ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:  
Saxon Homes

- ☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

## 8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name: Hendley Homes	
1b. Development (project) number: SC16002P003	
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input checked="" type="checkbox"/> 7/28/99 Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (9/2/1999)	
5. Number of units affected: 300	
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: 6/1999 b. Projected end date of activity: 9/2001	

1a. Saxon Homes

- 1b. SC16002P004
1. Demo/Dispo
2. Approved
3. 9/2/99
4. 400
5. Total Development
6. 2000-2005

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>

3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

#### 2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway

<input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: <b>Jaggers Terrace</b> 1b. Development (project) number: SC 2-44
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (2/1/2000)
5. Number of units affected: 25 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description</b>
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(Complete one for each development affected)	
1a. Development name:	<b>Saxon Homes</b>
1b. Development (project) number:	<b>SC 2-4</b>
2. Federal Program authority:	
<input type="checkbox"/> HOPE I	
<input type="checkbox"/> 5(h)	<b>HOPE VI</b>
<input type="checkbox"/> Turnkey III	
<input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program	
<input type="checkbox"/> Submitted, pending approval	
<input checked="" type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	
4/15/2000	
5. Number of units affected: 255	
6. Coverage of action: (select one)	
<input checked="" type="checkbox"/> Part of the development	<b>55%</b>
<input type="checkbox"/> Total development	

## B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

### 2. Program Description:

#### a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants  
☐ 26 - 50 participants  
☐ 51 to 100 participants

☐ more than 100 participants

b. PHA-established eligibility criteria

☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

☐ Yes ☒ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☒ Other (describe) On – site DSS offices

### **B. Services and programs offered to residents and participants**

#### **(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas?  
(select all that apply)

☒ Public housing rent determination policies

- ☒ Public housing admissions policies
- ☒ Section 8 admissions policies
- ☒ Preference in admission to section 8 for certain public housing families
- ☒ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☒ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
GED Classes	191	<i>* See Note Below</i>	<i>*See Note Below</i>	<i>*See Note Below</i>
Literacy Classes	67			
Life/Job skills	122			
Computer Classes	7			
CNA Training	52			
Dollar General	19			
Highway Construction	19			
Job Retention	19			
Homeownership	185			
Credit Counseling	73			

\* CHA has a waiting list for all of its Family Self-Sufficiency and Jobs, Education, and Training Programs. They can make application for programs through Housing Management Offices, Resident Services, and the Case Managers. Both public housing and Section 8 participants are eligible.

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>			
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)	
Public Housing	91 slots	10/04/00	92
Section 8	76 slots	10/04/00	59

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

**A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☒ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

1. Which developments are most affected? (list below)

See #2 below

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design

- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below)  
Police Substations, Police Precinct, Employment of Security Personnel,  
KOBAN, Boys & Girls Clubs

2. Which developments are most affected? (list below)

Saxon Holmes, Gonzales Gardens, Hendley Holmes, Latimer  
Manor, ABC, Hammond Village

### C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

Same as B-2

### D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☒ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: SC002e01)

## **14. RESERVED FOR PET POLICY**

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - ☒ Not applicable
  - ☐ Private management
  - ☐ Development-based accounting
  - ☐ Comprehensive stock assessment
  - ☐ Other: (list below)
3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
☒ Attached at Attachment (File name) SC002f01  
☐ Provided below:
  
3. In what manner did the PHA address those comments? (select all that apply)  
☐ Considered comments, but determined that no changes to the PHA Plan were necessary.  
☒ The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
As indicated in the meeting minutes.  
☐ Other: (list below)

### **B. Description of Election process for Residents on the PHA Board**

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
  
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

#### **3. Description of Resident Election Process**

- a. Nomination of candidates for place on the ballot: (select all that apply)
- ☐ Candidates were nominated by resident and assisted family organizations
  - ☐ Candidates could be nominated by any adult recipient of PHA assistance
  - ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot



☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

### C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here) City of Columbia, SC  
State of South Carolina
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
    - Reducing Density
    - Increasing Homeownership
    - Increasing the availability of affordable housing
  - ☐ Other: (list below)
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

See certification in Section 21

**D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

## **Attachments**

Use this section to provide any additional attachments referenced in the Plans.

## PHA Plan Table Library

### Component 7 Capital Fund Program Annual Statement Parts I, II, and II

#### Annual Statement

#### Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number      FFY of Grant Approval: (MM/YYYY)

☐ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement**

**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

**Annual Statement**  
**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

**Optional Public Housing Asset Management Table**

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>



## EXECUTIVE SUMMARY

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The Columbia Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

We have adopted the following Mission Statement to guide the activities of the CHA:

**The Mission of the CHA is to obtain, manage and maintain quality subsidized housing for low income families in Columbia and Richland County, South Carolina. Further, the CHA will initiate programs and projects designed to assist these persons in their efforts to improve the quality of life for themselves and their children and to break the cycle of government dependency.**

We have identified our Five-Year Agency Goals and One Year Plan in order to achieve these goals. Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan of the City of Columbia and State of South Carolina. Here are just a few highlights of our Annual Plan:

- The CHA is financially sound, as evidenced by its financial reports including in the Plan and verified by the annual audit.
- The CHA has revised its Admissions and Continued Occupancy Plan and the Section 8 Administrative Plan to conform to the changes required under the 1998 Housing Act. Both policies are contained in the Plan.
- The CHA has established a minimum rent of \$25 for all programs and has implemented a Flat Rent Schedule which is being phased in during FY 99-00.
- The CHA has updated and/or revised its operation and management policies. Copies of all policies, including the Grievance Policy, are contained in the Plan.
- The CHA received funding in 1999 for HOPE VI Demolition for the Hendley Homes community and for HOPE VI Revitalization for the Saxon Homes community. The relocation activities required for both of these projects are contained in the Plan.
- The CHA has begun a Homeownership Program with the newly constructed (1999) Jagers Terrace Community. The Homeownership Plan is included in the Agency Plan.
- The CHA has been recognized as a catalyst for change by partnering with other agencies in the Midlands to provide activities toward self-sufficiency. These programs are identified in the Plan.
- The CHA has a nationally recognized crime prevention program. The Plan for Drug Elimination under the Public Housing Drug Elimination Program is provided.

- The CHA has documented that input from public housing residents and Section 8 participants has been used to formulate the Plan.

This will be an exciting year in the history of the CHA. By the end of the fiscal year, over 400 units of traditional public housing will be demolished and our plans for an exciting new community are closer to becoming a reality. The CHA has also begun to create affordable housing outside traditional HUD funding sources.

In summary, the CHA is on course to improve the quantity and quality of affordable housing in the City of Columbia and Richland County, SC.

## **FIVE-YEAR PLAN AND ANNUAL PLAN**

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The Columbia Housing Authority has completed its first Five-Year Plan. The Department of Housing and Urban Development (HUD) requires the information to be submitted electronically and has provided a format for that submission. This narrative follows that format, which is intended to explain in more detail future plans for the agency, to include One-Year Goals. The original Goals were selected because they are similar to the HUD agency goals. HUD has recommended their use as a basis for implementing the Five-Year Plan.

The basic philosophy of the CHA in creating these goals is to conservatively plan for the future, while identifying the direction the agency needs to go. HUD guidelines require an explanation for any “substantial deviation” if the goals are not achieved.

Goal #1 is to increase the availability of quality, affordable housing by expanding the supply of assisted housing. This will be accomplished using five strategies. The CHA will apply for additional rental vouchers under the Section 8 Program. Our five-year goal is to apply for 1700 vouchers. This is a conservative figure because it is based on the premise that HUD provides Notices of Funding Availability. We are anticipating applying for 500 vouchers in FY 2000-2001. The CHA expects to apply for the Welfare to Work Section 8 Vouchers in the next round. The CHA applied in 1999 for 700 vouchers and missed funding by 4 points. There is a critical need for assisting welfare mothers by providing affordable housing in the Midlands. After an initial application of 500 vouchers, the CHA anticipates applying for 300 vouchers per year for the remaining four years of the plan.

The CHA will maintain public housing vacancies at a rate of 2% or less. Currently, the vacancy rate is slightly higher than 1%.

The CHA intends to leverage private and/or other public funds to create additional or replacement housing. Our five-year goal is to have fully implemented the HUD approved HOPE VI Revitalization Plan for the Saxon Homes/Celia Saxon Neighborhood. In order to leverage other funds for housing, during Year One of the plan we will develop the internal capacity for constructing mixed-income projects.

The CHA will acquire units outside the traditional development programs of HUD. HUD has virtually ceased providing funds for the building of new public housing. In this community, the need for affordable housing increases as witnessed by our lengthy public housing waiting list and the necessity of closing the Section 8 waiting list after only five months (approximately 2700 applications received in 22 application days). The agency’s five-year goal is to acquire 100 units over the next five years. The CHA purchased its first community in 1999 by acquiring Pinewood Terrace Apartments (32 units). We plan to submit a HUD Development Action plan for acquiring the 100 units by 2001.

The CHA will aggressively explore the acquisition of expiring HUD Assisted properties. There are over 15 apartment complexes in the Columbia area whose HUD contracts will expire in the next five years. We plan to monitor the HUD list during the next five years to determine the potential for acquisition. During Year One, we will identify the properties in Richland County.

Goal #2 is to increase the availability of quality, affordable housing by improving the quality of assisted housing. The CHA has identified nine strategies in order to achieve this goal.

HUD has a rating system for housing authorities called the Public Housing Assessment Strategy (PHAS). Prior to 1999, HUD used the Public Housing Management Assessment Program (PHMAP) and the CHA has been designated a High Performing Housing Authority since the PHMAP program's inception. We intend to remain a High Performing housing authority under the PHAS program.

The corresponding Section 8 Program to the PHAS Program is SEMAP (Section 8 Management Assessment Program). The regulations for this program have not been issued as of this date, but the CHA plans to achieve and maintain a high-performing agency status.

In order to improve the quality of housing, we will systematically eliminate obsolete public housing using HOPE VI. We anticipate making application for Hendley Homes during 2000. In Year Two of the plan, if we were not funded in 2000, we will resubmit the Hendley Homes HOPE VI revitalization application. By Year Five, we will implement the decision of any internal continuing evaluations of the HOPE VI Program and revitalization of Hendley Homes.

When the CHA refers to quality of housing, the major issue residents refer to is maintenance repairs. The CHA intends to create a computerized history of every CHA apartment and building in its inventory. No action will be completed in Year One. In Year Two, the CHA will conduct a Request for Proposals for the required Computer Services. In Year Three, the CHA will implement the system and input the required data entry needed for implementation. By Year Five, the CHA will have fully implemented the system and will monitor and update as required.

The CHA has determined that the Hendley Homes should be demolished because of the quality of that housing. The CHA will complete the relocation of Hendley Homes residents using the Section 8 Voucher Program, in accordance with the HUD approved Relocation Plan. All residents will be relocated by the end of FY 00-01.

The CHA will continue to renovate and modernize public housing units according to the HUD Capital Fund Plan during the next five years. This plan has been developed to increase the quality of public housing.

The CHA will continue to renovate and maintain units to mirror the public market. The CHA recognizes that our focus for renovations and improvements should be to make traditional public housing comparable to the private market. In order to achieve this goal, the CHA will select a consultant to conduct a comparative analysis to define the rental market. During Year Two, the CHA will conduct a

market study. By Year Three, the CHA will determine the goals to reflect the results of the Market Study.

In the agency's effort to improve the quality of assisted housing, the CHA will demolish 700 public housing units over the next five years. By Year One, we anticipate that all 300 units will be demolished at Hendley Homes. By Year Three, the CHA will have demolished all 400 units at Saxon Homes.

In order to effectively operate to affect these changes, the CHA will need to implement an integrated computer network and e-mail system. During Year One, we will conduct a systems analysis. All recommendations of the analysis will be implemented by Year five of the plan.

Goal #3 is to increase the availability of quality, affordable housing by increasing assisted housing choices. This goal refers to the Section 8 Housing Program. We currently conduct programs for voucher mobility; we will continue this program. We also have a program to recruit potential voucher landlords. We will continue these outreach efforts.

In order to increase the availability of housing for Section 8 voucher participants, we will increase the voucher payment standards. We intend to keep these payments in line with market changes during the five-year plan period. During Year One, we will evaluate the current payment standards and recommend changes.

The CHA will continue to monitor the site based waiting lists program implemented in 1998. The CHA believes that using the site-based waiting list method will increase the CHA's financial base.

The CHA will continue to emphasize customer service in regards to our residents and the public.

In 2000, the CHA will be required to participate in HUD's Resident Assessment Satisfaction System (RASS). We have identified nine ways to publicize to residents the importance of completing the surveys. Their responses will in turn result in the creation of the RASS Implementation Plan. The agency anticipates that by year five, we will be continuing to execute the recommendations of the RASS Implementation Plan.

Goal #4 is to increase the availability of quality, affordable housing by expanding the homeownership program. The 1998 Housing Act enables housing authorities to implement a homeownership program using Section 8 vouchers. The CHA plans to use this tool, after receiving final regulations from HUD, to create homeownership opportunities for the residents of Saxon Homes in the HOPE VI program in Year One of the Five Year Plan. The voucher homeownership program will be in use by Year Five.

The Jaggars Terrace community was rebuilt in 1999. Residents were selected for the community based on their ability to purchase the home within five years. The homeownership plan has been submitted to HUD for approval and is included in the Homeownership Section (#13) of the Annual Plan. By the end of Year One, we anticipate five units to be converted to homeownership. We anticipate converting five units a year to homeownership until all 25 have been converted by Year Five.

During Year One of the Plan, the CHA will also develop the homeownership plans for Saxon Homes and the CHA's single family houses. Both of the plans will be submitted to HUD during Year One. We will have implemented the plans for both communities by Year Five.

Goal #5 is to improve community quality of life and economic vitality by providing an improved living environment. We will implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments. This is done in conjunction with the Site Based Waiting Lists.

The CHA will continue to promote income mixing in public housing by assuring access for higher income families into lower income developments. By Year Five, we plan to increase the number of higher income families with incomes in excess of 30% of the area median residing in public housing. The first strategy to accomplish this will be the implementation of the Flat Rent Structure during Year One. This information is included in the Rent Determination Section of the Plan (#6). During Year Two, we will conduct a market comparison study for physical improvements. The CHA intends to make improvements to each CHA community to make it comparable to the local market and increase the CHA's rental income.

The CHA plans to improve public housing security and expand the working relationship with the City of Columbia Police Department and the Richland County Sheriff's Department. We intend to do this by expanding the security department with the addition of two new officers in Spring 2000. By Year Five, we will continue with the implementation of the Public Housing Drug Elimination Program (PHDEP) Plan as submitted to HUD.

The CHA will continue and expand supportive services to increase dependence for the elderly or families with disabilities. During Year One, the CHA will continue and expand the Parish Nurse Program. This is a partnership between the CHA, the Palmetto Alliance, and the Parish Nurse organization to provide one-on-one services to the elderly. During Year Two, the CHA will conduct a study to identify the need for assisted living housing. Currently, there is no subsidized assisted-living housing in the Midlands. By Year Five, the CHA will make a decision regarding creating assisted living housing.

Goal #6 is to promote self-sufficiency and asset development of families and individuals in assisted households. We expect to increase the percentage of employed persons in assisted families by 25% of the next five years. By Year One, the CHA will increase the percentage by 5% and 5% for each year thereafter of the Five-Year Plan.

As stated, the CHA does have a proven track record of partnering with local government and non-profits organizations to provide supportive services for the residents of public housing. In Year One, the CHA will formalize the partnerships with community service providers and the private market through contracts and Memorandums of Understanding. This will improve the CHA's ability to apply for grants by having these agreements in writing prior to grant submission.

In Year One, the CHA will create the Resident Entrepreneurial Development Center. (In fact, the CHA is ahead of schedule and the Center is operational as of January, 2000.) Our One-Year goal is to create five new businesses. By Year Five, twenty-five (25) viable businesses will be created.

Goal #7 is to ensure equal opportunity and affirmatively further fair housing for all Americans. In order to achieve this goal, the CHA will continue affirmative measures to ensure access and to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability. The CHA will also continue taking affirmative measures to ensure accessible housing for persons with disabilities.

## **Five Year and One Year Agency Goals**

**Goal #1:** Increase the availability of quality, affordable housing by expanding the supply of assisted housing.

**Objectives:**

Apply for additional rental vouchers.

Year Five: 1700 vouchers, if allowable by HUD Notice of Funding

Year One: 500 vouchers (then, 300 each additional year)

Maintain public housing vacancies at a rate of 2% or less.

Leverage private or other public funds to create additional or replacement housing.

Year Five: To have fully implemented the HUD approved HOPE VI Revitalization Plan.

Year One: Develop the internal capacity for mixed-income projects.

Acquire units or developments (non-HOPE VI units)

Year Five: 100 units

Year One: Submit HUD Development Action.

Year Two: 25 units

Year Three: 25 units

Year Four: 25 units

Aggressively explore the acquisition of expiring HUD Assistance properties.

Years Two – Five: Monitor the HUD list to determine the potential for acquisition.

Year One: Identify the properties in the Richland County Area.

**GOAL #2: Increase the availability of quality, affordable housing by improving the quality of assisted housing.**

**Objectives:**

Continue public housing high performing status with a PHAS score of 90% or greater.



Achieve and maintain a high-performing status on SEMAP score.

Systematically eliminate additional obsolete public housing using HOPE VI.

Year Five: Activity begun at Hendley Homes.

Year One: Application made for Hendley Homes Revitalization Grant.

Year Two: Evaluate resubmission HOPE VI Grant, if applicable.

Create a computerized history of every CHA apartment and building.

Year One: No Action.

Year Two: Request for proposals for computer services.

Year Three: Implement program and complete data entry.

Year Four: Monitor and update as required.

& Five:

Complete the relocation of residents of Hendley Homes through the Section 8 Voucher Program.

Year Five: All families relocated.

Year One: All families relocated.

Renovate and modernize public housing units according to the HUD Capital Fund.

Continue to renovate and maintain units to mirror the private market.

Year Five: Implement Year 3 decision.

Year One: Select a consultant to conduct a comparative analysis to  
Define the rental market.

Year Two: Conduct the market study.

Year Three: Determine the goals to reflect the results of the Market Study

Demolish obsolete public housing.

Year Five: 700 units

Year One: 300 units – Hendley Homes

Year Three: 400 units – Saxon Homes

Implement an integrated computer network and e-mail system.

Year Five: Completed.

Year One: Conduct a system analysis.

**GOAL #3: Increase the availability of quality, affordable housing by increasing assisted housing choices.**

**Objectives:**

Continue voucher mobility counseling.

Continue outreach efforts to potential voucher landlords.

Increase voucher payment standards.

Year Five: To keep in line with market changes.

Year One: Evaluate current payment standards.

Continue to monitor site-based waiting lists.

Improve customer service.

Year Five: Continue to execute the recommendations of the RASS (Resident Assessment Satisfaction System) Implementation Plan.

Year One: Complete the publicity plan in conjunction with the RASS and create the RASS Implementation Plan.

**GOAL #4: Increase the availability of quality, affordable housing by expanding the homeownership program.**

Implement voucher homeownership program.

Year Five: Vouchers are used for homeownership.

Year One: Create the program for use in conjunction with HOPE VI.

Implement public housing homeownership program at Jagers Terrace.

Year Five: All 25 units in Jagers Terrace under homeownership.

Year One: 5 units owned by residents.

Year Two: Additional five units.

Year Three: Additional five units.

Year Four: Additional five units.

Implement the homeownership plan component of the HOPE VI Revitalization Plan.

Year Five: Implement the plan

Year One: Develop the homeownership plan for Saxon Homes.

Develop a homeownership plan for the CHA's single family homes.

Year Five: Implement the plan.

Year One: Develop the homeownership plan for the single family Homes.

**GOAL #5: Improve community quality of life and economic vitality by providing an improved living environment.**

**Objectives:**

Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments.

Continue to promote income mixing in public housing by assuring access for higher income families into lower income developments.

Year Five: Increase the number of higher income families residing in public housing with an annual income of greater than 30% of the area median.

Year One: Implement the Flat Rent Structure.

Year Two: Conduct a market rate study for physical improvements.

Improve public housing security and expand the working relationship with the City of Columbia Police Department and the Richland County Sheriff's Department.

Year Five: Continue PHDEP Plan.

Year One: Expand the security department by 2 officers.

Continue and expand supportive services to increase dependence for the elderly or families with disabilities.

Year Five: Make decision regarding assisted living housing.

Year One: Continue and expand the Parish Nurse Program.

Year Two: Conduct a study to identify the need for assisted living housing.

#### **Goal #6: Promote self-sufficiency and asset development of families and individuals in assisted households.**

##### **Objectives:**

Increase the percentage of employed persons in assisted families.

Year Five: Increased by 25%.

Year One: Increased by 5% (and 5% each year thereafter).

Formalize the partnerships with community service providers and the private market through contracts and Memorandums of Understanding.

Year Five: Completed.

Year One: Completed.

Develop the Resident Entrepreneurial Development Center.

Year Five: Twenty-five (25) viable businesses.

Year One: Establish the REDC and create 5 new businesses.

#### **GOAL #7: Ensure equal opportunity and affirmatively further fair housing for all Americans.**

**Objectives:**

Continue affirmative measures to ensure access and to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability.

Continue affirmative measure to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

## Capital Fund Program 'Annual Statement

U.S. Department of Housing

OMB Approval No. 2577-0157(Exp.7/31/95)

## Part I: Summary

and Urban Development

## Revised

Office of Public and Indian Housing

HA Name	Capital Fund Number	FFY of Approval
<b>The Housing Authority of the City of Columbia, S.C.</b>	<b>SC16P00250100</b>	<b>2000</b>

\_ \_Original Annual Statement      Reserve for Disasters/Emergencies      Revised Annual Statement/Revision Number    1      Performance and Evaluation Report for Program Year Ending  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	0			
2	1406 Operations (May not exceed 10% of line 19)	\$160,000			
3	1408 Management Improvements	\$1,000			
4	1410 Administration	\$316,400			
5	1411 Audit	\$2,500			
6	1415 Liquidated Damages	\$0			
7	1430 Fees and Costs	\$120,000			
8	1440 Site Acquisition	\$0			
9	1450 Site Improvement	\$91,188			
10	1460 Dwelling Structures	\$2,553,025			
11	1465.1 Dwelling Equipment - Nonexpendable	\$0			
12	1470 Nondwelling Structures	\$75,000			
13	1475 Nondwelling Equipment	\$2,500			
14	1485 Demolition	\$0			
15	1495.1 Relocation Costs	\$0			
16	1490 Replacement Reserve	\$0			
17	1498 Mod Used for Development	\$400,000			
18	1502 Contingency(may not exceed 8% of line 16)	\$0			
19	<b>Amount of Annual Grant (Sum of lines 2-18)</b>	<b>\$3,721,613</b>	<b>0</b>	<b>0</b>	<b>0</b>
20	Amount of line 19 Related to LBP Activities	0			
21	Amount of line 19 Related to Section 504 Compliance	0			
22	Amount of line 19 Related to Security	0			
23	Amount of line 19 Related to Energy Conservation Measures	0			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

0

(2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date

Signature of Field Office Manager (or Regional Administrator in co-located office) and Date

Gilbert Walker



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## Replacement Housing Factor Funds

## Part I: Summary

FFY 2000 RHF

U.S. Department of Housing  
and Urban Development

OMB Approval No. 2577-0157(Exp.7/31/95)

Office of Public and Indian Housing

HA Name <b>The Housing Authority of the City of Columbia, S.C.</b>	Capital Fund Number <b>SC16R00250100</b>	FFY of Approval <b>2000</b>
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\_\_ Original Annual Statement    Reserve for Disasters/Emergencies    Revised Annual Statement/Rev    Performance and Evaluation Report for Program Year Ending  
Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	0			
2	1406 Operations (May not exceed 10% of line	\$0			
3	1408 Management Improvements	\$0			
4	1410 Administration	\$0			
5	1411 Audit	\$0			
6	1415 Liquidated Damages	\$0			
7	1430 Fees and Costs	\$0			
8	1440 Site Acquisition	\$0			
9	1450 Site Improvement	\$0			
10	1460 Dwelling Structures	\$0			
11	1465.1 Dwelling Equipment - Nonexpendable	\$0			
12	1470 Nondwelling Structures	\$0			
13	1475 Nondwelling Equipment	\$0			
14	1485 Demolition	\$0			
15	1495.1 Relocation Costs	\$0			
16	1490 Replacement Reserve	\$0			
17	1498 Mod Used for Development	\$141,525			
18	1502 Contingency(may not exceed 8% of line	\$0			
19	<b>Amount of Annual Grant (Sum of lines 2-18)</b>	<b>\$141,525</b>	<b>0</b>	<b>0</b>	<b>0</b>
20	Amount of line 19 Related to LBP Activities	0			
21	Amount of line 19 Related to Section 504 Compliance	0			
22	Amount of line 19 Related to Security	0			
23	Amount of line 19 Related to Energy Conservation Measure	0			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date

Signature of Field Office Manager (or Regional Administrator in co-located office) and Date

Gilbert Walker

**Capital Fund Program 'Annual Statement**

**Part I: Summary**

**Revised**

**U.S. Department of Housing**

**and Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0157(Exp.7/31/98)

HA Name	Capital Fund Number	FFY of Grant Approval
<b>The Housing Authority of the City of Cayce, S.C.</b>	<b>SC16P06150100</b>	<b>2000</b>

☐ Original Annual Statement    Reserve for Disasters/Emergencies    ☒ Revised Annual Statement/Revision Number\_\_3 Informal

Performance and Evaluation Report for Program Year Ending

Final Performance and Evaluation Report

Line No.	ary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	0	0		
2	1406 Operations (May not exceed 20% of line 19)	4,800			
3	1408 Management Improvements				
4	1410 Administration	7,322			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	61,000			
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures	3,000			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency(may not exceed 8% of line 16)				
19	<b>Amount of Annual Grant (Sum of lines 2-18)</b>	<b>76,122</b>			
20	Amount of line 19 Related to LBP Activities				
21	Amount of line 19 Related to Section 504 Compliance				
22	Amount of line 19 Related to Security				
23	Amount of line 19 Related to Energy Conservation Measures				

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date

Signature of Field Office Manager (or Regional Administrator in co-located office) and Date

Gilbert Walker







# Five-Year Action Plan

Part II: Supporting Pages

Physical Needs Work Statement(s)

## Capital Plan

## U.S. Department of Housing

and Urban Development

Office of Public and Indian Housing

Work Statement FFY: 00	Work Statement for Year: 2 FFY: 2001			Work Statement for Year: 3 FFY: 2002			Work Statement for Year: 4 FFY: 2003			Work Statement for Year: 5 FFY: 2004		
	Development Number/Name/General	Quantity	Estimated Costs	Development Number/Name/General	Quantity	Estimated Costs	Development Number/Name/General	Quantity	Estimated Costs	Development Number/Name/General	Quantity	Estimated Costs
	General Description of Major Work Category			General Description of Major Work Category			General Description of Major Work Category			General Description of Major Work Category		
See Annual Statement	<b>CHA -Wide</b>			<b>CHA-Wide</b>			<b>CHA-Wide</b>			<b>SC 2-2 Allen Benedict Court</b>		
	HOPE VI Contribution	1	400,000	A/E Fees	n/a	40,000	Sitework/Erosion Control and Tree Removal	multi-sites	25,000	Replace Roofs	15	75,000
	Repair Sidewalks	20	20,000	Sitework/Erosion Control and Tree Removal	multi-sites	25,000	HOPE VI Contribution	1	400,000	<b>SC 2-8 Oak Read</b>		
	Force Account: Sewer	2	150,000	HOPE VI Contribution	1	400,000				Replace Sliding Glass Do	55	110,000
	Force Account: HVAC	2	180,000				<b>SC 2-1 Gonzales Gardens</b>			<b>SC 2-9 Latimer Manor</b>		
	<b>CHA Wide Scattered Sites</b>						Replace Roofs	15	75,000	Comprehensive Moderniz	26	1,720,000
	Replace Heat Systems	12	18,000	<b>SC 2-9 Latimer Manor</b>			<b>SC 2-9 Latimer Manor</b>					
	Replace Roofs	7	21,000	Comprehensive Moderniza	25	1,750,000	Comprehensive Moderniz	30	2,100,000			
	Sitework	10	5,000				<b>SC 2-22 Scattered 235's</b>			<b>SC 2-17 Scattered 235's</b>		
	Modernize Bathrooms	6	18,000				Replace Heat Systems	10	15,000	Replace Heat Systems	10	15,000
	Modernize Kitchens	5	25,000				Replace Roofs	5	15,000	Replace Roofs	5	15,000
	<b>SC 2-2 Allen Benedict Court</b>			<b>SC 2-28 Dorrah/Randall</b>			Replace Roofs	10	5,000	Sitework	10	5,000
	Replace Roofs	12	60,000	Replace Heat Systems	10	15,000	Sitework	10	5,000	Modernize Bathrooms	5	15,000
	<b>SC 2-8 Oak Read</b>			Replace Roofs	5	15,000	Modernize Bathrooms	5	15,000	Modernize Kitchens	3	15,000
	Replace Sliding Glass D	55	110,000	Sitework	10	5,000	Modernize Kitchens	6	30,000	<b>CHA Wide Scattered Sites</b>		
	<b>SC 2-9 Latimer Manor</b>			Modernize Bathrooms	5	15,000	<b>SC 2-29 Dorrah/Randall</b>			Replace Heat Systems	20	30,000
	Comprehensive Moderni	23	1,605,000	Modernize Kitchens	6	30,000	Replace Heat Systems	10	15,000	Replace Roofs	10	30,000
	<b>SC 2-16 Wheeler Hill</b>			<b>SC 2-14 Hammond Village</b>			Replace Roofs	5	15,000	Sitework	20	10,000
	Sitework	1	16,000	Replace Roofs	28	140,000	Sitework	10	5,000	Modernize Bathrooms	20	60,000
	<b>SC 2-14 Hammond Village</b>			Replace Siding	28	280,000	Modernize Bathrooms	5	15,000	Modernize Kitchens	20	90,000
	Storage Building	1	175,000	<b>SC 28,29,30 Dorrah Randall</b>			Modernize Kitchens	6	30,000	<b>CHA-Wide</b>		
				Replace Plumbing Piping	52	100,000				A/E Fees	n/a	35,000
										Sitework/Erosion Control/Tree Removal	multi-sites	20,000
										HOPE VI Contribution	1	400,000
										Maintenance/Training Center	1	100,000
										<b>SC 28,29,30 Dorrah Randall</b>		
										Replace Windows	100	43,000
Subtotal of Estimated Cost			<b>2,803,000</b>	Subtotal of Estimated Cost		<b>2,815,000</b>	Subtotal of Estimated Cost		<b>2,760,000</b>	Subtotal of Estimated Cost		<b>2,788,000</b>















Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

**U.S. Department of Housing  
and Urban Development**  
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1998	Work Statement for Year: 2 FFY: 2000			Work Statement for Year: 3 FFY: 2001			Work Statement for Year: 4 FFY: 2002		
	Development Number/Name/	Quantity	Estimated Costs	Development Number/Name/	Quantity	Estimated Costs	Development Number/Name/	Quantity	Estimated Costs
	General Description of Major Work Categories			General Description of Major Work Categories			General Description of Major Work Categories		
See Annual Statement									
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

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# Five-Year Action Plan

Part III: Supporting Pages

Management Needs Work Statement(s)

Capital Plan

## U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

OMB Approval No. 2577-0157(exp. 7/31/98)

Work Statement for Year 1 FFY: 1999	Work Statement for Year: 2 FFY: 2000			Work Statement for Year: 3 FFY: 2001			Work Statement for Year: 4 FFY: 2002			Work Statement for Year: 5 FFY: 2003		
	General Description of Major Work Category	Quantity	Estimated Cost	General Description of Major Work Category	Quantity	Estimated Cost	General Description of Major Work Category	Quantity	Estimated Cost	General Description of Major Work Category	Quantity	Estimated Costs
See Annual Statement	<b>Management Improvement</b>			<b>Management Improvement</b>			<b>Management Improvement</b>			<b>Management Improvement</b>		
	Maintenance Training	n/a	2,500	Maintenance Training	n/a	2,500	Maintenance Training	n/a	2,500	Anit-drug Activities	1	5,000
										Summer Youth	1	5,000
										Maintenance Training	n/a	2,500
										Elderly Programs	1	3,000
										Out of School Suspensio	1	2,500
										ComputerSystem Instruc	1	2,500
	Subtotal of Estimated Cost		<b>2,500</b>	Subtotal of Estimated Cost		<b>2,500</b>	Subtotal of Estimated Cost		<b>2,500</b>	Subtotal of Estimated Cost		<b>20,500</b>

**Five-Year Action Plan**

Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Capital Fund

**U.S. Department of Housing  
and Urban Development**  
Office of Public and Indian Housing

Statement for Year 1 FFY: 2000	FFY: 2001			FFY: 2002			FFY: 2003			FFY: 2004		
	Development Number/Name/ Major Work Category	Quantity	Estimated Costs	Development Number/Name/ Major Work Category	Quantity	Estimated Costs	Development Number/Name/ Major Work Category	Quantity	Estimated Costs	Development Number/Name/ Major Work Category	Quantity	Estimated Costs
<b>See Annual Statement</b>	<b>CHA Wide Operations</b>	n/a	47,400	<b>CHA Wide Operations</b>	n/a	76,000	<b>CHA Wide Operations</b>	n/a	76,000	<b>CHA Wide Operations</b>	n/a	76,000
	<b>Site 5 [Byron/Toole St]</b> Install Air Conditioning	7	21,000									
	Subtotal of Estimated Cost		<b>68,400</b>	Subtotal of Estimated Cost		<b>76,000</b>	Subtotal of Estimated Cost		<b>76,000</b>	Subtotal of Estimated Cost		<b>76,000</b>





# Five-Year Action Plan

Part II: Supporting Pages

Physical Needs Work Statement(s)

Comprehensive Grant Program (CGP)

U.S. Department of Housing

and Urban Development

Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1995	Work Statement for Year: 1995 FFY: (705) 1996			Work Statement for Year: 1995 FFY: (706) 1997			Work Statement for Year: 1995 FFY: (707) 1998			Work Statement for Year: 1995 FFY: (708) 1999		
	Development Number/Name/ Major Work Category	Quantity	Estimated Costs	Development Number/Name/ Major Work Category	Quantity	Estimated Costs	Development Number/Name/ Major Work Category	Quantity	Estimated Costs	Development Number/Name/ Major Work Category	Quantity	Estimated Costs
<b>See Annual Statement</b>	<b>Gonzales Gardens</b> Renovate 6 Double Lette (50 units x \$35,000)	50 units	1,750,000	<b>Latimer Manor</b> Replace Exterior Doors (400 x \$500)		200,000	<b>Saxon Homes</b> Comprehehsive Mod- 39 Units (39 x \$35,000)		185,000	<b>Hendley Homes</b> Comprehensive Mod (65 x \$35,000)		1,000,000
	Replace Water Reducer V	2	25,000	Replace Windows (1800 x \$300)		540,000				<b>Scattered 235's</b> Renovate		190,000
	<b>Marion Street</b> Replace Windows	1800	130,000	Replace Insulation		30,000	<b>Jagger Terrace</b> Comprehensive Mod		2,100,000	<b>Saxon Homes</b> Comprehensive Mod		1,195,000
	<b>Arrington Manor</b> Refurbish Elevator	1	50,000	<b>Marion Street</b> Replace roof		75,000	<b>Scattered 235's</b> Renovate		100,000			
	<b>Hammond Village</b> Sitework		200,000	<b>Arrington Manor</b> Replace roof		75,000						
	Renovate Community Buil	1	55,000	<b>Oak Read</b> Replace roof		75,000						
	<b>Scattered 235's</b> Renovate		100,000	<b>Jaggers Terrace</b> Comprehensive Mod (Replacement Reserve)		860,000						
	<b>Hendley Homes</b> Replace Water Reducer V	2	25,000	Topographical Survey		15,000						
				Electrical Distribution Upgrade		40,000						
				Renovate Community Building		75,000						
				Exterior Update		150,000						
	<b>Saxon Homes</b> Replace Water Reducer Valves	2	25,000	<b>Allen Benedict court</b> Topographical Survey		15,000						
	<b>Allen Benedict Court</b> Replace Water Reducer Valves	2	25,000	<b>Hendley Homes</b> Topographical Survey		15,000						
				<b>Gonzales Gardens</b> Topographical Survey		15,000						
				Repair A/C apt. 8		40,000						
				<b>Saxon Homes</b> Topographical Survey		15,000						
				Replace Water Lines to Bldg's		40,000						
				<b>Scattered 235's</b> Renovate		110,000						
	Subtotal of Estimated Cost		<b>2,385,000</b>	Subtotal of Estimated Cost		<b>2,385,000</b>	Subtotal of Estimated Cost		<b>2,385,000</b>	Subtotal of Estimated Cost		<b>2,385,000</b>



Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

**U.S. Department of Housing  
and Urban Development**  
Office of Public and Indian Housing

Work Statement  for Year 1  FFY: 1995	Work Statement for Year: 1995  FFY: (705) 1996			Work Statement for Year: 1995  FFY: (706) 1997			Work Statement for Year: 1995  FFY: (707) 1998			Work Statement for Year: 1995  FFY: (708) 1999		
	Development Number/Name/  Major Work Category	Quantity	Estimated Costs	Development Number/Name/  Major Work Category	Quantity	Estimated Costs	Development Number/Name/  Major Work Category	Quantity	Estimated Costs	Development Number/Name/  Major Work Category	Quantity	Estimated Costs
See  Annual  Statement	<b>Gonzales Gardens</b> Renovate 6 Double Lette (50 units x \$35,000	50 units	1,750,000	<b>Latimer Manor</b> Replace Exterior Doors (400 x \$500)		200,000	<b>Saxon Homes</b> Comprehehsive Mod- 39 Units (39 x \$35,000)  <b>Jagger Terrace</b> Comprehensive Mod   <b>Scattered 235's</b> Renovate		185,000	<b>Hendley Homes</b> Comprehensive Mod (65 x \$35,000)		1,000,000
	Replace Water Reducer V	2	25,000	Replace Windows (1800 x \$300)		540,000						
	<b>Marion Street</b> Replace Windows	1800	130,000	Replace Insulation		30,000						
	<b>Arrington Manor</b> Refurbish Elevator	1	50,000	<b>Marion Street</b> Replace roof		75,000						
	<b>Hammond Village</b> Sitework		200,000	<b>Arrington Manor</b> Replace roof		75,000						
	Renovate Community Buil	1	55,000	<b>Oak Read</b> Replace roof		75,000						
	<b>Scattered 235's</b> Renovate		100,000	<b>Jaggers Terrace</b> Comprehensive Mod (Replacement Reserve)		860,000						
	<b>Hendley Homes</b> Replace Water Reducer V	2	25,000	Topographical Survey		15,000						
				Electrical Distribution Upgrade		40,000						
				Renovate Community Building		75,000						
			Exterior Update		150,000							
			<b>Allen Benedict court</b> Topographical Survey		15,000							
			<b>Hendley Homes</b> Topographical Survey		15,000							
			<b>Gonzales Gardens</b> Topographical Survey		15,000							
			Repair A/C apt. 8		40,000							
			<b>Saxon Homes</b> Topographical Survey		15,000							
			Replace Water Lines to Bldg's		40,000							
			<b>Scattered 235's</b> Renovate		110,000							
	Subtotal of Estimated Cost		2,385,000	Subtotal of Estimated Cost		2,385,000	Subtotal of Estimated Cost		2,385,000	Subtotal of Estimated Cost		2,385,000



## Five-Year Action Plan

### Part I: Summary

#### Capital Plan

OMB Approval No. 2577-0157 (Exp. 7/31/95)

PHA/IHA Name: <b>The Columbia Housing Authority</b>		Locality: (City/County & State) <b>Columbia, Richland, SC</b>		x Original Revision No:	
A. Development Number/Name	Work Statement for Year 1 FFY: 2000	Work Statement for Year 2 FFY: 2001	Work Statement for Year 3 FFY: 2002	Work Statement for Year 4 FFY: 2003	Work Statement for Year 5 FFY: 2004
	See Annual Statement	See Continuation	See Continuation	See Continuation	See Continuation
B. Physical Improvements Subtotal		2,228,000	2,375,000	2,360,000	2,288,000
C. Management Improvements		2,500	2,500	2,500	20,500
D. HA-Wide Nondwelling Structures & Equipment		175,000	0	0	100,000
E. Administration		361,458	361,458	361,458	361,458
F. Other		0	40,000	0	35,000
G. Operations		0	0	0	0
H. Demolition		0	0	0	0
I. Replacement Reserve		0	0	0	0
J. Mod Used for Development		400,000	400,000	400,000	400,000
K. Total CGP Funds		3,166,958	3,178,958	3,123,958	3,204,958
L. Total Non-CGP Funds		0	0	0	0
M. Grand Total	3,166,958	3,178,958	3,123,958	3,204,958	
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator and Date		
X Rodney H. Fauser, Executive Director			X		

## Five-Year Action Plan

### Part I: Summary

#### Capital Plan

OMB Approval No. 2577-0157 (Exp. 7/31/95)

PHA/IHA Name: <b>The Cayce Housing Authority</b>		Locality: (City/County & State) <b>Cayce, Richland, SC</b>		x Original      Revision No:	
A. Development Number/Name	Work Statement for Year 1 FFY: 2000	Work Statement for Year 2 FFY: 2001	Work Statement for Year 3 FFY: 2002	Work Statement for Year 4 FFY: 2003	Work Statement for Year 5 FFY: 2004
	See Annual Statement	See Continuation	See Continuation	See Continuation	See Continuation
B. Physical Improvements Subtotal		21,000	0	0	0
C. Management Improvements		0	0	0	0
D. HA-Wide Nondwelling Structures & Equipment		0	0	0	0
E. Administration		7,600	0	0	0
F. Other		0	0	0	0
G. Operations		47,400	76,000	76,000	76,000
H. Demolition		0	0	0	0
I. Replacement Reserve		0	0	0	0
J. Mod Used for Development		0	0	0	0
K. Total CGP Funds		76,000	76,000	76,000	76,000
L. Total Non-CGP Funds		0	0	0	0
M. Grand Total		76,000	76,000	76,000	76,000
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator and Date		
X Gilbert Walker			X		

## 1999 Public Housing Drug Elimination Program

### 1. NUMBER AND LOCATION OF UNITS

The Columbia Housing Authority (CHA) has targeted all units for assistance: 2315 units

### 2. DRUG ELIMINATION PLAN

The CHA recognizes that for the drug elimination effort to be effective, a multifaceted approach is necessary to deal with the pervasiveness of crime and drugs when associated with poverty. As such, our plan includes security, family supportive services and youth services. Through the family supportive and youth services, we observe that these activities assist in stabilizing public housing families. Documented studies indicate that a stable home environment could provide the necessary components to reduce risk factors and create protective factors for the whole family in resisting drugs and crime. We observe also that the security services when combined with the human services provide an excellent combination of activities to deal with crime and drug-related problems.

#### Security

Security presently consists of two officers who are commissioned as State Constables. Our plan is to hire two additional security officers to serve also as State Constables. The four officers will work very closely with all law enforcement agencies to control crime and drugs in the public housing communities. Their responsibilities will include:



- C Patrolling public housing communities day and night to ensure the safety of the residents;
- C Volunteering to reside in a public housing community identified as having extreme crime and drug problems;
- C Maintaining radio communication with local law enforcement agencies in an effort to provide assistance on service calls and arrests;
- C Enforcing the laws and ordinances of the city, county and state through citations and arrests;
- C Providing information to assist with investigations conducted on the properties of the CHA
- C Contacting law enforcement agencies prior to engaging a criminal suspect; and
- C Assisting the Department of Resident Initiatives in coordinating youth activities.

We find that our greatest need for additional security is centered around the five largest housing communities. The five largest communities include: Allen-Benedict Court (ABC), Gonzales Gardens (GG), Hendley Homes (HH), Latimer Manor (LM) and Saxon Homes (SH).

Each of the five communities is located in five different police report areas. Observations by the police and the Security staff of the CHA reflect that the majority of the crimes occurring in the report areas is actually originating in the public housing communities. The following chart (data provided by Columbia Police Department (CPD) ) describes Part I Offenses for calendar year 1998:

Name of Community	Number of Units	Population	1998 Part I Offenses
Allen-Benedict	244	451	221
Gonzales Gardens	280	658	150
Hendley Homes	300	804	113
Latimer Manor	200	657	26
Saxon Homes	400	1090	215
Total	1424	3660	725

We have very carefully noted that the 1998 Part I Offenses for Latimer Manor consisted of only 26 reported incidents. Also, there were only 74 reported incidents of Part II Offenses, of which, only one was a drug violation. Until July of 1998, a security personnel was residing at Latimer Manor. We can certainly conjecture that the work of this security personnel attributed to the decrease in criminal activities in this community. We also recognize that this particular security personnel was intensely involved in working with the residents. At this time, we do not have any security personnel residing in the communities. However, with the hiring of the two additional security personnel, we will offer some incentives to motivate the new security personnel to volunteer to reside in the communities.

The following chart describes the 1998 Part II Offenses:

Name of Community	1998 Part II Offenses
Allen-Benedict Court	313
Gonzales Gardens	202
Hendley Homes	199
Latimer Manor	74
Saxon Homes	310
Total	1098

The 1998 Part I and Part II Offenses will set the baseline data for determining the success of our security activities in controlling drug and crimes. We recognize that within the first six months of hiring the additional security personnel, we should anticipate an increase of reported incidents. However, during the second six months, we expect to begin experiencing a 25% decrease in the number of reported incidents.

Security personnel is only one component of our efforts to make the communities a safe place to live. The CHA has established a Screening Committee that includes CHA staff, residents and other concerned citizens to make decisions on selecting tenants for public housing in accordance with the requirements of 42 U.S.C. 3604 (f), 24 CFR 100.202, 29 U.S.C. 794 and CFR 8.4. We have working agreements with the South Carolina Law Enforcement Division and the Richland County Parole Board in providing information and guidance to assist us with our screening process. The CHA has also implemented eviction procedures in accordance with 24 CFR 966, subpart B and section 503 of NAHA as well as incorporated the "One Strike and You're Out" provisions of the Housing Opportunity Program Extension Act of 1996.

In addition to security activities, we want to continue coordinating the human services activities implemented to help the whole family. The activities include family supportive and youth services.

### **Family Supportive Services**

The thrust of the family supportive services is directed to households on welfare with single females as head of the household. The services are designed to assist these families with child care, transportation, literacy training, GED, jobs skills training and other appropriate services to meet the needs of the families in their efforts to become self-sufficient. There is also a case management component. Through case management, each family is assisted according to specific needs; and the progress of the family is tracked and recorded. Case management includes home visits. In addition, there is a job development component. The job development component includes all aspects of preparing residents for the job search process, job placement services, and counseling residents on how to stay employed.

To coordinate these services the following staff is already in place: FSS Coordinator, Job Development Specialist, four Case Managers and a Computer Instructor. Funding to support this staff will expire during June 2000; we will be requesting only four months of funding to support the salaries of

this staff through the 1999 PHDEP grant.

To evaluate how successful we are in moving families from welfare to work and self-sufficiency, the following objectives have been established:

- C Of the number of residents enrolled in GED training, 50% will complete the training and pass the examination;
- C Of the number of residents seeking job placement, 40% will obtain employment in non-subsidized jobs; and
- C Of the 40% of residents obtaining employment, 20% will become self-sufficient and move out of public housing.

We have long recognized that working with the whole family is critical to breaking the cycle of poverty so prevalent in public housing families. As such, we want to continue to provide youth services.

### **Youth Services**

The provision of youth services is a critical component of the drug prevention effort. We recognize that most public housing families do not have the disposal income to afford the extracurricular activities so important for keeping the youth busy and away from drugs and crime. Thus, our need to continue to fund youth services.

The youth services include the following activities and programs: boys and girls club, cultural field trips, educational enrichment programs , youth leadership training, resident coordinated youth activities, scouting, summer youth training program, summer camps, and youth sports program. We provide these programs to motivate the youth to stay in school and graduate as well as to resist the temptations of drugs and criminal activities.

We observe that youth that perform poorly in school have a tendency to drop out. Youth that drop out are at a great risk to be involved in drugs and crime. Richland County School District#1 reported that for school year 1997-98 there were 244 dropouts. This school district operates the schools in which the majority of public housing youth attend school. The drop out rate for ninth graders reflects the largest group of students (47%). Students in the 10<sup>th</sup> to 12<sup>th</sup> grades consisted of 45.9% of the dropouts. The remaining dropouts were middle school students. Therefore a need to provide youth services to assist the youth to cope academically and socially in high school.

To evaluate the success of these programs, the following objectives have been established:

- C By the end of school year 1999-2000, reduce the high school dropout rate by 10%.
- C By the end of the school year 1999-2000, of those students failing school during school year 1998-1999, reduce the number of students that failed by 15%.

## C. BUDGET

### Security

Two security personnel	108,200	
<b>Subtotal</b>		<b>\$108,200</b>

### Family Supportive Services

FSS Coordinator	\$19,186	
Job Development Specialist	16,255	
4 Case Managers	45,928	
Computer Instructor	9,248	
Literacy Program	17,500	
<b>Subtotal</b>		<b>\$108,117</b>

**Youth Services**

Program Manager	\$13,722
2 Program Coordinators	17,666
Computer Technician	7,988
Evening Tillis Center Manager	11,328
Boys and Girls Club	22,000
Educational enrichment programs	82,000
Youth leadership training	27,000
Summer Camps	66,000
Youth sports program	28,000
Vehicle lease	5,000

<b>Subtotal</b>	<b>\$280,704</b>
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**Evaluation**

Resident Survey	15,000
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<b>Subtotal</b>	<b>\$15,000</b>
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<b>Total</b>	<b>\$512,021</b>
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## 4 . TIMETABLE

**Security**

January 2000	Recruit and select two security personnel.
February 2000	Hire two security

personnel.

**Family Supportive Services**

April 2000                      Begin      charging      the  
expenses of Literacy Program.

June 2000              Begin charging salaries of  
staff.

**Youth Services**

January 2000                      Begin charging salary of  
Evening Tillis Center Manager

January 2000                      Begin charging expenses  
for educational enrichment programs, youth  
leadership training, and youth sports  
programs.

June 2000              Begin charging salaries of  
other staff.

June 2000              Begin charging expenses of  
summer camps.

July 2000              Begin charging expenses of  
Boys and Girls Club.

June 2000              Begin charging expenses for vehicle lease.

5.      PARTNERS

Name of Organization

Role

Boys and Girls Club

Operates an after-school  
program.

Benedict College

Provides      jobs      skills

training.

Dollar General Corporation

Operates a retail store as an on-the-job-training site.

Fairway Outreach

Provides a golf program for the youth.

Family Service Center

Provides credit counseling

KOBAN, Inc.

Operates an after-school program to include the participation of parents.

Palmetto Baptist Medical Center Provides outreach healthcare.

Richland County DSS

Provides supportive services.

Richland County School District#1 Provides funding for an out-of-school- suspension program.

Adult Education Services

Provides GED program.

Greater Columbia Literacy Council Provides literacy training.



University of South Carolina  
Operates National  
Youth Summer Program.

6. SUMMARY

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